STATE OF TEXAS PURCHASE ORDER

1. Agency Name & No.	4. Purchase Order No.		12. HUB:	13. Order Type:	
TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306	306-16-8274		N/A	Service	
Tax Exempt agency of the Texas State Government	5. PCC	Н	14. Vendor Identification No:	13627163887-000	
2. Agency Billing Address **ACCOUNTING DEPARTMENT**	6. Current Document No.		15. Vendor Address: CITIBank		
Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov	7. Document (order) amt \$3,100.00		Cohasset Associates, Inc. 505 N. Lake Shore Drive, Suite 3806 Chicago, IL 60611		
Phone: (512) 463-5473; Fax: (512) 475-0185	8. REF DOC				
*VENDOR MUST REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES OR INVOICE WILL BE			16. Vendor Contact Info:		
RETURNED TO VENDOR. THIS PURCHASE HAS BEEN DETERMINED TO BE THE "BEST VALUE."	9. Service Period or Expected Delivery Date: 5/23/2016 - 5/25/2016		Phone: (800) 200-7667	Fax: (800) 329-7667	
3. Destination of goods or service			Email: info@merconference.co		
FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission	10. Agency Contact: Pam Ro Email: prodriguez@tsl.te			Phone: (512) 463-3037 Fax: (512) 475-3393	
1201 Brazos Street Austin, TX 78701	11. TSLAC Project Contact: Email:			Phone:	

17. Description

PROCUREMENT CARD PURCHASE

Registration for the following staff to attend the MER Conference: Dates: May 23-25, 2016

Location: Chicago, IL

Registration has been processed and paid online. Confirmations are attached.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT			INVOICE	NO.
001	66111	16	7203	7699	\$1,550.00				
19. Line No	20. Goods &	Service		<u> </u>	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Early Bird Re	egistratio	n for Nanet	te Pfiester	963-37	1	Each	\$1,550.00	\$1,550.00
	Invoice # 134	42							

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT			INVOICE	NO.
002	66221	16	7203	7699	\$1,550.00				
19. Line No	20. Goods & 3	Service			21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Early Bird Re	egistratio	n for Joshu	a Clark	963-37	1	Each	\$1,550.00	\$1,550.00
	Invoice # 134	11							

INTERNAL PO ONLY

Grand Total

\$3,100.00

26. Legal Cites: State Employees Training Act, Texas Government Code, Annotated, Sec. 656.041 - 656-049 (Vernon 1994)

27. Division Tracking Number: SLRM 16-062

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency. If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

28. Approval Signature	Date	29. Vendor Signature	Date
PRodrians OFP	1/13/2016		V.
. 0 6 . 1 \			

2016 Conference Registration

For detailed registration information, go to www.merconference.com/register/

Registrant Information	
Last Name () S Carl Mark Control of the last Name () S Carl Mark Control of	Register Online: www.merconference.com/register/
170/12/3 Pecila 11/3/1	Fax your registration(s) to:
Title Te x a s St a t e L i b r a r v - A r c h i v e	(800) FAX-7667
Organization T T T T T T T T T T T T T T T T T T T	S (()) Phone your registration(s) to: (800) 200-7667
1 2 0 1 B r a z o s Address 1	Mail your completed registration
Address 2 (no P. O. Box)	form(s) together with full payment or purchase order to:
I Alaska Italia da	Cohasset Associates, Inc. 505 N. Lake Shore Dr., Suite 3806
City 5 12 936 0270 State Zip	Chicago, IL 60611
Tolophore	
procester@tol.texas.gov Ext. JCLAR EX @ TSL. TEXAS GOV	
E-mail Address	The 24th Annual National Conference on Managing Electronic Records will be held May 23 - 25, 2016, in Chicago, Illinois at the
Early Bird Registration	Westin Michigan Avenue Hotel – downtown on the "Magnificent Mile."
Conference Costs only \$1550 and Precons \$650	The conference begins at 8:30 am on Monday and adjourns at 12:30 pm on Wednesday.
ends Sunday, January 31, 2016	Please check in 30 minutes before the conference begins.
Registration Advance registration is required.	Pre-Conference Schedule
MER Conference - May 23-25 (\$1,550 before 1/31/16) \$ 1,795.	The Pre-Conference Tutorials will be held May 22, 2016, at the Westin Hotel. Choose
☐ Pre-Conference Tutorials - May 22 (\$650 before 1/31/16) \$ 695.	one of four sessions, all starting at 10 am. Lunch and refreshments are provided.
Total \$ <u>1,550.00</u>	Registration Fee
Payment Payment	The full registration fee is payable in advance by check, purchase order, or credit card: VISA, MasterCard, or American Express.
VISA ASSETTLE AMEX	Checks should be made payable to Cohasset Associates, Inc., Federal ID No. 36-2716388.
	See website for MER cancellation policy.
☐ Check enclosed ☐ Please invoice the above address	Invoicing
Card No. Exp. Date	Cohasset Associates will invoice registrants if requested. Invoiced registrants will be billed a \$50 service charge. POs must include this charge.
Signature	Accommodations
	For a listing of the MER hotels, click here:
Please note: Your mailing contact information will be provided to the MER conference exhibitors prior to your arrival unless you indicate otherwise. Do not contact.	MER Hotel & Venue
=	Note: Hotel discount expiration dates vary.

2016 Conference Registration

For detailed registration information, go to www.merconference.com/register/

Registrant Information	
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	Register Online: www.merconference.com/register/
$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	Fax your registration(s) to: (800) FAX-7667
	S ((Phone your registration(s) to: (800) 200-7667
1 2 0 1 B r a z o s Address 1	Mail your completed registration form(s) together with full payment
Address 2 (no P. O. Box)	or purchase order to: Cohasset Associates, Inc. 505 N. Lake Shore Dr., Suite 3806
$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	Chicago, IL 60611
Telephone Ext. Fax	Conference Schedule
npfiester@tsl.texas.gov	The 24th Annual National Conference on Managing Electronic Records will be held
Early Bird Registration	May 23 - 25, 2016, in Chicago, Illinois at the Westin Michigan Avenue Hotel – downtown on the "Magnificent Mile."
Conference Costs only \$1550 and Precons \$650ends Sunday, January 31, 2016	The conference begins at 8:30 am on Monday and adjourns at 12:30 pm on Wednesday. Please check in 30 minutes before the conference begins.
Registration Advance registration is required.	Pre-Conference Schedule
MER Conference – May 23-25 (\$1,550 before 1/31/16) \$ 1,795.	The Pre-Conference Tutorials will be held May 22, 2016, at the Westin Hotel. Choose one of four sessions, all starting at 10 am.
☐ Pre-Conference Tutorials – May 22 (\$650 before 1/31/16) \$ 695.	Lunch and refreshments are provided.
1550.00	Registration Fee
Total \$ <u>1,550.00</u> Payment	The full registration fee is payable in advance by check, purchase order, or credit card: VISA, MasterCard, or American Express.
□ V/SA □ Mas@itard □ AMIEX	Checks should be made payable to Cohasset Associates, Inc., Federal ID No. 36-2716388.
	See website for MER cancellation policy.
☐ Check enclosed ☐ Please invoice the above address	Invoicing
Card No. Exp. Date	Cohasset Associates will invoice registrants if requested. Invoiced registrants will be billed a \$50 service charge. POs must include this charge.
	Accommodations
Signature	For a listing of the MER hotels, click here:
Please note: Your mailing contact information will be provided to the MER conference exhibitors prior to your arrival unless you indicate otherwise. \Box Do not contact.	MER Hotel & Venue
exhibitors prior to your arrival unless you mulcate otherwise. 🗀 Do not contact.	Note: Hotel discount expiration dates vary.